Remarks from site on the 'Requisition by Site Report' of purchase division

Company:		MODI FARM HOUSE(HYD)			Date:		1	10-09-2022			
llp		1				D 11					
			ne farms		Prepared by:		$\overline{}$	CH.CHANDRASHEKAR REDDY			
			9-2022 to 09-09-2022		Approved by:		-	Syed golam sarwar			
Report Date 10-09											
List of requi	sitions nu	mbers m	issing in the rep	ort":							
			WO not prepared	3 working		n:					
Req No. Req Date		p Date	Serial no of item in Req		Item Description			Reason for not preparing PO/WO			
-	-		-		-			-			
											y.
List of requis	itions wh	ere PO/	WO is prepared	and items ha	ave no	t been received	at site	e beyond t	he l	ead time:	
Req No.	No. Req Date		Serial no of item in Req.		Item Description			Details of discussion with supplier ^s			
-	-							-			
-											
										,	
No. of gate p	asses issu	ed this v	veek:	Nil		From No.		To	Nο		
Delivery van				1411		TIOIII NO.		7/07/22	10.		
Inward report (MRN/other) & stock report emailed in pdf format					t to purchase?		1101122		Yes / No		
Items not ord						•					
Other correct	ions & re	marks:	-								
Details of ste			(
SI. No Tor size		Wt per mtr	Wt. for 12 mtr		Stock at site	Stock at site			Previous stock in Kgs		
	101 3120		kgs	rod – kgs		- no of rods	Kgs		1	Flevious stock iii kgs	
1.	8mm		.395	4.74		-	-			-	
2.				7.404		-	-		-		
3.	12mm		.89	10.68		- 8	-	-		-	
4.	16mm 1.58			8.96					-		
5.	20mm		2.47	29.64		-	• (0)			-	
6.	25mm		3.86	46.32		-	-			-	
7.			6.32	75.84		-	-			-	
8.	Binding	wire						-			
OPC stock	8		OPC last	nil		PPC/PSC		nil		PPC/PSC last nil	
111			weeks stock			stock		weeks stock		1111	
Details			Project Manager			Admin Officer/M					
Sign			,	0-1							
Date											
Notes: 1 * Cand a game of the missing requisitions to				a immadiatalu	2 6			- 1°			

Send a copy of the missing requisitions to Purchase immediately. 2. Send this report to purchase@modiproperties.com, ashaiya@modiproperties.com, and rajkumarn@modiproperties.com on every Saturday. 3. Admin offices shall not leave the site without ompleting this report. 4. Ensure that inward numbers are written on the Requisitions, clearly showing the items not received on a daily basis.

5. Mention PO & MRN no. on DCs / bills, 6. Report to be signed by Admin manager & Project manager at site and filed at site. 7. #Suggested remarks - For technical details from site, For negotiations/quotations, Local purchase, For MDs approval/input, 8. \$ Suggested remarks - Ready with supplier, Supplier not contacted, Supplier not reachable, Material in transit, WO - under fabrication, WO - material for fabrication not received, WO - material received fabrication not started, Delivery van delay, Delay by purchase assistant, Supplier arranging for material, 9. Purchase to send reply to this report within one week. 10. Follow up for WO is the responsibility of engineers at site - purchase to write 'NA' in reply to this report. 11. Admin officers/managers Ch. Cs Leddy

Modi Farm House (Hyd) LL must call all suppliers on a daily basis for follow-up - DO NOT CALL PURCHASE!

Page 1 of 1

Remarks from site on the 'Requisition by Site Report' of purchase division

Company: Seren		ene construction IIp	Det	a.i	10.00.000						
		ene farms		Date: Prepared by:		10-09-2022					
Scici		09-2022 to 00-09-20				CH.CHANDRASHEKAR REDDY					
Report Date	-	09-2022 to 00-09-20	JZZ Apj	Approved by:		Syed golam sarwar					
	sitions number	s missing in the repo	and*.								
List of requis	itions where	O(W) not property	οπ :	6							
List of requisitions where PO/WO not prepared 3 working days after requisition: Req No. Req Date Serial no of Item Description Reason for not preparing PO/WOW											
Red No. Red Date			Item	Description	Reaso	Reason for not preparing PO/WO#					
		item in Req									
	-		·-		-						
List of requis	itions where	20/11/0 : 1	1								
Req No. Req Date Serial no of Item Description Details of discussion with supplied											
Red No.	Keq Dai		Item	Description	Detail	Details of discussion with supplier ^{\$}					
150646	15-07-22	item in Req.	El								
			Electrical ma			Supplier is arranging materials					
	150644 09-07-22		Plumbing ma	aterial		arranging materials					
	150648 04-08-22		Plumbing ma	aterial		Supplier is arranging material					
150649 04-08-22			Plumbing m			Supplier is arranging material					
150650 04-08			Plumbing m			Supplier is arranging material					
150651 04-08-22			Electrical ma	aterial	Supplier	arranging material					
No. of gate passes issued this week: Nil From No. To No.											
		ils week:	Nil	From No.	To	No.					
Delivery van site visit on: 27/07/22											
Inward report (MRN/other) & stock report emailed in pdf format to purchase? Yes / No											
	ered but recei										
	ions & remarl										
Details of steel & cement stock											
Sl. No	Tor size	Wt per mtr	Wt. for 12 mtr	Stock at site	Stock at site in	n Previous stock in Kgs					
		kgs	rod – kgs	– no of rods	Kgs						
1.	8mm	.395	4.74		-	-					
2.		10mm .617		7.404 -		-					
3.	12mm	.89	10.68		-	-					
4.	16mm	1.58	18.96		-	-					
5.	20mm	2.47	29.64		-	-					
6.	25mm	3.86	46.32		-	-					
7.	32mm	6.32	75.84	-	-	-					
	8. Binding wire										
OPC stock	nil	OPC last	nil	PPC/PSC	nil	PPC/PSC last nil					
5 "		weeks stock		stock		weeks stock					
Details		Project Manage	r	Admin Office	r/Manager	Admin Audit					
Sign											
Date											

Notes 1 * Send a copy of the missing requisitions to Purchase immediately 2. Send this report to <u>purchase@modiproperties.com</u>, <u>ashaiya@modiproperties.com</u>, and rajkumarn@modiproperties.com on every Saturday. 3. Admin offices shall not leave the site without ompleting this report 4. Ensure that inward numbers are written on the Requisitions, clearly showing the items not received on a daily basis.

5. Mention PO & MRN no. on DCs / bills. 6. Report to be signed by Admin manager & Project manager at site and filed at site. 7 #Suggested remarks – For technical details from site, For negotiations/quotations, Local purchase, For MDs approval/input, 8. Suggested remarks – Ready with supplier, Supplier not contacted, Supplier not reachable, Material in transit, WO - under fabrication, WO - material for fabrication not received, WO - material received fabrication not started, Delivery van delay, Delay by purchase assistant, Supplier arranging for material, 9. Purchase to send reply to this report within one week. 10. Follow up for WO is the responsibility of engineers at site – purchase to write 'NA' in reply to this report. 11. Admin officers/managers must call all suppliers on a daily basis for follow-up – DO NOT CALL PURCHASE!

